

Highway Facility Evaluation Committee
Minutes
October 3, 2014 9:30 am

Members present: David Hintz—Chair, Robb Jensen—Vice Chair, Scott Holewinski, Bob Mott, Sonny Paszak and Jack Sorensen.

Staff present: Freeman Bennett, LuAnn Brunette, Mike Romportl, Margie Sorenson and Brian Desmond.

Others present: Dan Gleason and Bill Freudenberg.

Call to order: Chairman Hintz called the meeting to order at 9:30 a.m. in Committee Room 2 of the Oneida County Courthouse noting the meeting had been properly noticed and posted, is in accordance with the Wisconsin Open Meeting Law and is ADA accessible.

Approve agenda: Motion to approve the agenda by Sorensen, second by Paszak. All ayes; motion carried.

Approve the minutes of the September 22, 2014 meeting: Motion to approve the minutes of the September 22, 2014 meeting by Sorensen, second by Mott. All ayes; motion carried.

Closed session: Hintz commented that a closed session was not necessary for the meeting noting certain contact terms would be addressed in a closed session at a later date.

Return to open session: No closed session.

Announcements, if any from closed session: None

Development of a timeline: Hintz indicated he would like to begin to put together a basic timeline and asked teams to supply key dates for the timeline. Mott stated after contacting other counties that this would be a longer process than 3 months. Hintz stated that the findings reported to the County Board in January may be the requirement for more time to make any recommendations; however, that determination would be premature at this point.

Project evaluation model: Hintz provided a spreadsheet of hypothetical numbers to use as a template for an evaluation model once solid figures begin to emerge including the total cost of the new facility, the funding and other considerations. The committee continued to discuss additional positive and negative areas of consideration to the area as well as other businesses that should be included in the evaluation model.

Appraisal: Romportl stated they were still waiting for the required insurance listing in addition to being the certificate holder before moving ahead with the appraisal.

Cost to upgrade current facility: Holewinski discussed the \$220,000 in cost involved to remodel the existing facility beginning with the fuel system upgrades which could be done at the existing facility or

done at a new facility with the approximately \$70,000 already in the account. Once a new 10,000 gallon tank is installed the price the County charges for fuel would increase from \$0.04 to \$0.10 per gallon to pay back the depreciation to the department and would not affect the tax levy. The committee discussed how the price of the fuel is calculated and the effects of an increase in cost. Holewinski stated the purchase of a generator system to run the sand and salt operation since the renting of a generator runs about \$9,000 to \$12,000 but can be purchased for about \$50,000 and \$220,000 for a new truck leaving approximately \$140,000 for anything else that may come up. Jensen noted the cost of the fuel system is the same regardless of whether it is installed at the current highway department or at a new facility. Holewinski stated the required upgrades to the current shop for 2015 would total approximately \$300,500 out of the estimated \$440,000 in the 2015 capital account. 2016 upgrades would include sprinkler system and water lateral at a cost of \$130,000. With the exception of the expansion of the truck parking and blacktopping, everything could be done within the budget over the course of the next four years. Hintz commented that the money used for maintenance and upgrades could be used to help fund a new facility. Bennett noted that he had an offer from McKinstry for estimates as to the life of the building once upgraded, an energy study and any violation of codes at no cost, but requires that a waiver be signed to view utility costs. Romportl asked if this was a similar offer that Barrientos had made to the County. Hintz recommended discussing the issue with Corporation Counsel and waiting until the next meeting to discuss further.

Cost of a new facility: Jensen stated they had broken it down to areas of study and would email the committee members the minutes of their group's meetings. Jensen stated that they concluded there was no need for Barrientos to complete a \$24,000 study since Jefferson, Fond du Lac, Juneau and Door Counties would share the costs of their facilities. Romportl and Bennett are to work on the site development costs. Jensen recommended touring some of the facilities possibly during the first week of November. Additionally, Jensen noted although it would create additional work he felt it would good to explore other possible site options. Mott noted with the data from the other facilities, Romportl should be able to break down the approximate cost per square foot in 2014 amounts for the different components of the facility. Jensen commented that the counties that elected to build new facilities would have likely completed studies and the committee should review what areas were deliberated.

Financing options and costs: Hintz commented that the financing options and cost would be addressed at a later date.

TIF District/Role of City/Impact on area: Hintz discussed the previous meeting with the Mayor and the City Administrator and the preliminary ideas for a possible TIF District. Paszak discussed having the city administrator come to discuss the role of the city with the committee including the size of the TIF District and the possible benefits created from the improvements to infrastructure. Hintz noted that the school district and Nicolet as well as the city and county would need to buy into the TIF District. Hintz indicated he would like to wait and maybe have another meeting with the city before inviting the city administrator to speak with the committee. The committee further discussed how a TIF District functions and the benefits and drawbacks to increasing the cost of fuel the county sells to the city.

Facility Consolidation: Jensen stated he was ready to schedule with Brunette, Romportl and Sorensen and discussed possible dates. Sorensen asked Desmond to check into what problems they may encounter if the Forestry Department was consolidated into the new facility, and therefore wanted to sell a piece of the Forestry Department property.

Future meeting dates: October 20, 2014 9:30 a.m.

Future agenda topics: Progress on areas of evaluation.

Public Comments: None

Adjournment: Motion by to adjourn by Mott at 10:55 p.m., second by Paszak. All ayes; motion carried.

David Hintz, Committee Chair

Dan Gleason, Recording Secretary